

County of Hamilton

DONALD C. SCHRAMM, P.E.-P.S. COUNTY ENGINEER

700 COUNTY ADMINISTRATION BUILDING

138 EAST COURT STREET

CINCINNATI, OHIO 45202-1258

PHONE (513) 632-8523

FAX (513) 723-9748

36th District #2 Integrating Committee Meeting Minutes
November 15, 1991 - 8:00 a.m.

Board of County Commissioners' Staff Meeting Room
Room 603, County Administration Building
Cincinnati, OH 45202

The meeting was called to order by Chairman Schramm at 8:10 a.m.. All members present except Mayor Ragase.

Support Staff present: Messrs. Cline, Sigward, Hipfel, Cottrill, Bass, Pickering, Pettit and Brayshaw.

Mr. Castellini moved approval of the September 20, 1991 minutes; seconded by Mr. Rowe and passed unanimously.

Dick Cline reported that the District has approximately \$1,445,000 available for allocation. Three projects with 58 points are next in line to be funded. They are Wyoming's Compton Road, Cincinnati's Ferguson Road and Harrison's Water Reservoir and Transmission Line. The available funds can pay for the Wyoming and Cincinnati projects. Not enough remains after those are funded to pay for the entire Harrison project. The City of Harrison, in order to utilize the remaining funds, wants to remove the reservoir from their project's scope and use the remaining funds to build only the transmission main.

Mr. Bill McCormick, Harrison's City Engineer, spoke in favor of Harrison's request. Mr. Bass indicated that the revamped project would result in a higher point total if it were to be rated again, since most of the original project was new construction, receiving zero points under the "condition" criteria.

Mr. Cline indicated that the Support Staff has never allowed a jurisdiction to change their application in order to facilitate funds being allocated. In light of the fact that 1993 Issue #2 Project Agreements will probably be distributed by July 1, 1992, a resubmittal of both the waterline and the reservoir by Harrison will probably not greatly impact their proposed construction schedule. Based on these facts, he recommended that the Committee reject Harrison's request to reduce the scope of their project. Further, he stated that by funding the Clinton Springs Avenue Rehab, the Section Road Rehab and the Willow Street Box Culvert Repair Project (57 point projects), the greatest amount of the present balance could be utilized. If this combination of projects were to be funded, a balance of approximately \$8,400 would remain.

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Mr. Barfels moved that the Committee fund the following projects:

- Compton Road Reconstruction (Wyoming)
- Ferguson Road Rehab (Cincinnati, as an MBE contract)
- Clinton Springs Rehab (Cincinnati)
- Section Road Rehab (Cincinnati, in cooperation with Amberley)
- Willow Street Box Culvert Repairs (Reading)

Mr. Rowe seconded the motion and it was passed unanimously (8-0).

Mr. White cautioned the Committee and the Support Staff about having such a small balance in the District allocation. Chairman Schramm asked the Support Staff to discuss this matter and make a recommendation on a minimum District balance at the next meeting.

Mr. Cline continued with the Support Staff's report recommending that changes be made in the Rating System, specifically in the points awarded for a project's timely bid date, the existing condition of a facility and the points automatically awarded to a loan-funded project. The wording on some other items was revised for clarification purposes, without changing the point values. He asked the Committee to review the proposed changes and vote on them at the January meeting.

Mr. Cottrill discussed the concept of a cap on the amount of funding to be loaned. He suggested that two listings of rated projects be prepared - one for grant-projects and one for loan-projects. The Committee can then decide if they want to fund only the minimum amount required or loan out more, and what effect the additional loans would have on the grant-project list cutline. In addition, we will have to deal with the requirement that a minimum of \$1.63 million in LTIP funds must be granted to township projects over the first five years of the program. The Support Staff is recommending that a minimum of 50% of the requirement be met next year, even if we have to take projects below the cutline to do it. He asked the Committee to study these proposals and vote on them at the January meeting.

Continuing, Mr. Cottrill presented the proposed schedule for requesting and processing 1993 funding applications. He recommended that the applications be sent to all Hamilton County jurisdictions right after Thanksgiving, with February 28, 1992 as the deadline for accepting them. The Support Staff is also recommending that the jurisdictions be informed that Integrating Committee policy does not allow any project application to be revised once submitted, for the purpose of obtaining additional rating points. Mr. Sykes moved to accept the schedule recommendations and the policy statement, as presented by the Support Staff. Seconded by Mr. Crafts and passed unanimously. Chairman Schramm requested the Support Staff to furnish each Committee member with a copy of the package being sent to the jurisdictions.

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Mr. Cottrill reported that future funding rounds are being accelerated by OPWC. Applications for fiscal year 1994 funding (Round #6) will be accepted by OPWC in January 1993. Also, OPWC is changing the way Project Agreements are to be written, specifically tying the amount of the grant or loan to the bid price, not the Engineer's estimate. This will require a specific contingency item to be indicated in the Project Agreement. The Support Staff will make a recommendation about the size of allowable contingencies at the next meeting.

Small Governments Sub-Committee - No report.

Old Business - Credit enhancement money to the City of Cincinnati. This will be brought up again at the next meeting as Cincinnati has not as yet submitted a formal application.

New Business - Mr. Rob White of OPWC reported on some items relating to us.

House Bill #201 allows a District to designate up to \$40,000 of its yearly allocation to be used for District administrative costs, starting in January 1992. This would be on a reimbursement basis to one agency per District and would only be permitted after a proposed budget was submitted to and approved by OPWC. The Integrating Committee will have to decide if they want to participate in the program. Chairman Schramm requested the Support Staff to analyze the cost reimbursement program, develop a draft budget and report back at the next meeting.

Mr. White stated that all Round #1 and Round #2 projects are to be closed out by December 20, 1991. If funds designated for these projects are not expended by that date, OPWC will be charged interest penalties, which could effect future allocations to a District with delinquent projects. The Municipal League will be asked to request their members to meet the December 20 deadline; the Township Association will be asked to do the same for their members.

District #2's 1992 LTIP and Issue #2 project applications have been reviewed by Mr. White, however Project Agreements cannot be distributed until the applications are reviewed by the Attorney General's office. Small Government applications cannot be considered until the deadline for submittal has passed (January 1992).

Certain problems have been occurring with contractors on Issue #2 projects on paperwork matters, specifically MBE requirements. Jurisdictions will be advised that payments could be suspended if compliance is incomplete or incorrect.

Jurisdictions should be advised when applications are sent out that the completion schedule listed thereon should be accurate. If the date listed for the start of construction is not met, the applicant will be instructed to provide an explanation for the delay within 30 days of OPWC's notification. If no response is received, or the reason for the delay is deemed unacceptable, the Project Agreement will be terminated.

The District will no longer be required to adhere to an approved affirmative action plan. Only those jurisdictions accepting MBE set-aside projects will be required to sign the OPWC plan. In addition, Districts will have to closely monitor whether designated MBE projects are actually sold as set-asides, so that the District is never behind in its MBE requirements.

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Next meeting date is December 20, 1991 if necessary.

Mr. Rowe made a motion for adjournment; seconded by Mr. Sykes and passed unanimously.

Meeting adjourned 10:15 a.m..

Respectfully submitted,

A handwritten signature in cursive script that reads "Joan Cornelius".

Joan Cornelius
Recording Secretary

cc: Support Staff

**36th District #2 Integrating Committee Meeting
Board of County Commissioners' Staff Meeting Room
Room 603, County Administration Building
Cincinnati, OH 45202**

November 15, 1991 - 8:00 a.m.

(All regular meetings the 3rd Friday of month)

AGENDA

- 1.) Approval of previous meeting's minutes.
- 2.) Support Staff Items
 - A.) Recommendations of additional projects to be sent to OPWC - D. Cline
 - B.) Application change requested by the City of Harrison - D. Cline, B. Bass, J. Cottrill; representing Harrison - Bill McCormick
 - C.) Presentation of 1993 rating criteria - D. Cline
 - D.) Presentation of recommended procedures for loans, grants and LTIP township requirements for 1993 - J. Cottrill
 - E.) Presentation of recommended schedule for 1993 applications (for acceptance at this time) - J. Cottrill
 - F.) Presentation of future funding rounds (for information only) - J. Cottrill
 - G.) OPWC policy changes concerning disbursements of funds - J. Cottrill
- 3.) Small Governments Sub-Committee report
- 4.) Old Business
 - A.) Credit enhancement money to the City of Cincinnati
 - B.) How to implement \$40,000 available to each District for administration - Rob White
- 5.) New Business
- 6.) Chairman's report
- 7.) Next meeting date - December 20, 1991 (if necessary)
- 8.) Adjournment

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Board of County Commissioners Staff Meeting Room
603 County Administration Building
Cincinnati, OH 45202

November 15, 1991 - 8:00 a.m.

ATTENDANCE LIST

NAME

AFFILIATION

PHONE NO.

George Rowe

City of Cincinnati

352-3291

Joe Sykes

Miami Township

941 3393

DAVID MANN

City of Cincinnati

352-3250

Wayne Barfels

City of Loveland

683-0150

Julian D. Caldwell

City of Cincinnati

352-2457

Milma Borge

Symmes Twp

DAVID P. CRAFTS

651-9386

Donald C. Schramm

Ham. Co. Eng

632-8630